



Rainbow Days is currently seeking a dynamic individual to join our team and lead programmatic efforts as the **Senior Program Director** to successfully plan, implement and evaluate Rainbow Days' array of programs which support and improve the mental, emotional, and behavioral health of vulnerable children and youth in the Dallas community.

## **SENIOR PROGRAM DIRECTOR**

### **Job Description**

**TITLE:** Senior Program Director

**REPORTS TO:** Chief Executive Officer

**ORGANIZATION OVERVIEW:** Rainbow Days Inc. (RDI) is a Dallas-based nonprofit that *helps children and youth in adversity build coping skills and resilience to create positive futures*. Rainbow Days supports and improves the mental, emotional, and behavioral health of children and youth experiencing adversity, including poverty and homelessness. Services include Rainbow Days signature Curriculum-Support Group Program (CBSG®) which meets weekly in schools and shelters; SEL classroom education presentations; substance use prevention presentations; mental health fairs, summer day camps for homeless children; mentored events and other related services. All services are “mobile” and partnership-based, conducted onsite in schools, shelters and community-based sites, and all services are delivered by professional, full-time, and part-time paid staff.

#### **OUR VALUES:**

- **CARE, RESILIENCE & IMPACT** - We care deeply about the children and youth we serve and are committed to creating measurable impact by strengthening resilience, improving well-being supporting strong mental and behavioral health outcomes.
- **INTEGRITY** - We have a steadfast commitment to personal and corporate ethical behavior and are accountable to our supporters and those we serve.
- **EXCELLENCE & INNOVATION** - We are committed to providing the highest quality of innovative services and evidence-based materials which follow best practices.
- **RESPECT & DIVERSITY** - We model and demonstrate respect, inclusion and opportunity for all persons. We celebrate diversity and appreciate differences in age, gender, ethnicity, race, culture, religion, and ability.
- **RELATIONSHIPS** – Relationships with all stakeholders are integral to achieving our mission as we intentionally develop meaningful and enduring connections with our participants, partners, and supporters.
- **FAITH** - We believe that we are spiritually guided and that what we do changes people's lives for the better.
- **OPTIMISM** - We approach our work with a positive and open mindset, guided by hope and a healthy sense of humor.

**POSITION DESCRIPTION SUMMARY:** The Senior Program Director (SPD) oversees the successful development, delivery and monitoring of all Rainbow Days programs, including Community Connection and Family Connection. The SPD is responsible for providing vision and leadership to the entire Programs team as well as direct support and supervision for individual Program Managers. The SPD expands Rainbow Days' services in the community and ensures positive, trusting relationships with all rainbow Days partners. The SPD also oversees quality assurance, government grant compliance and supports program evaluation efforts.

---

**CORE DUTIES:**

**Strategic Program Leadership:** Assume responsibility for the future direction and design of all Rainbow Days' services, ensuring that Rainbow Days' programs evolve to meet changing community need; achieve meaningful outcomes for the children served; and comply with public funding requirements. Acquire and maintain deep knowledge of adverse childhood experiences and trauma and their associated consequences in youth development and use such information to ensure continued excellence in Rainbow Days' service delivery. Lead the annual visioning and budgeting process for all Rainbow Days direct service programs.

**Staff Leadership:** Attract, develop, coach, and retain high-performance Program Team members, empowering them to elevate their level of responsibility, span of control, and performance. Supervise individual Program Managers, providing direction, coaching and timely performance feedback. Provide leadership in development of inter-team communication and cohesiveness, sustaining culture and supporting staff during organizational growth and changes. Regularly communicate with HR on staff concerns.

**Rainbow Days Leadership:** Active and contributing member of Rainbow Days' Leadership Team, providing vision and thought leadership for our services and acting as a role model for all Rainbow Days staff. Assume shared responsibility for the long-term health of our organization's finances and culture.

**Revenue Responsibility:** Support private fundraising efforts by assisting the CEO, grant writer and Development Manager with presentations, site visits, and content. Lead efforts to identify and secure new public funding streams and fee-for-service partnerships for Rainbow Days.

**Public Liaison** - In partnership with the CEO, serve as liaison to a variety of school and community-based committees, networks, and coalitions (which may include serving as a chair or co-chair based on appointments from year to year), and participates in community-wide needs assessments (such as Beyond ABC and the Community Council.) Serves on interim committees as appointed or assigned. In partnership with the CEO, serves as liaison to the Texas Department of State Health Services (DSHS), attending annual meetings and maintaining close working relationships with DSHS staff; and as the primary liaison with Dallas ISD, including the Dallas ISD Homeless Education Department.

**Grant Compliance:** Ensure grant compliance, including staff training requirements, accurate and timely reporting with large State Grants.

**Quality Assurance & Evaluation:** Ensure quality service is provided to partners and program participants. Work with our Data and Evaluation Specialist to develop and implement evaluative measures across all programming areas. Ensure the accurate and timely collection of key data and program outputs.

**Financial Management:** Regularly monitor program expenses and ensure positive cash flow within program operations. Conduct cost modeling analysis in conjunction with CFO.

### **MINIMUM QUALIFICATIONS OF SENIOR PROGRAM DIRECTOR:**

- Master's Degree preferred with at least 8 years of experience in related field.
- A minimum of three years of experience successfully leading and motivating diverse teams and promoting collaboration and cohesion within the team in a professional environment.
- Hands on experience with public funding/grants reporting and program compliance is a must.
- Strong commitment to youth development, social emotional learning and Rainbow Days' mission, vision, and values.
- Possess excellent written and oral presentation skills.
- Demonstrated ability to make data-informed strategic planning decisions.
- Ability to nimbly adjust priorities and manage multiple tasks while working collaboratively with team members.
- Proficient in Microsoft Office products including Word, Outlook, Excel, and PowerPoint; Google Suite as well as other project management tools.
- Capacity to oversee programs at locations citywide, maintain valid driver's license, insurance and ability to lift up to 20lbs.
- Be willing and available to enthusiastically lead and attend organizational events as needed.

### **CRITICAL QUALITIES OF SENIOR PROGRAM DIRECTOR:**

- Adhere to Rainbow Days' Core Values and Code of Ethics
- Ability to motivate and inspire others to build team cohesion
- Culturally aware and appreciative of differences
- Ability to build trust and strong partnerships with others
- Professional, humble and resilient
- Courageous in pursuing opportunities and challenges
- Tenacious in achieving goals
- Innovative problem solver
- Strong work ethic

**PHYSICAL DEMANDS:** Job will be performed in Rainbow Days' office in Dallas, TX as well as traveling to various locations across North Texas. Reasonable accommodation can be made to enable people with disabilities to perform the described essential functions.

**COMPENSATION & BENEFITS:** As a full-time employee, the Senior Program Director will receive:

- Competitive Salary plus health insurance benefits including medical, dental, and vision plans after 60 days of employment.
- Participation in 403B retirement plan managed by Mutual of America. Cell Phone Stipend.
- Generous holiday schedule with 20 paid holidays, including the offices being closed during the week between Christmas and New Year 's Day, Juneteenth and other federal holidays.
- Plus, ten days of paid time off as requested by SPD throughout the year.

**To apply, email a cover letter and resume to [careers@rainbowdays.org](mailto:careers@rainbowdays.org).**

**Rainbow Days Inc.**

*An equal opportunity employer.*

12221 Merit Drive, Suite 1700 Dallas, TX 75251

[www.RainbowDays.org](http://www.RainbowDays.org) | 214.887.0726 | @RainbowDaysInc